

## Meeting Notes

Item	Description
Name/Title	Educational Environment and Facilities Committee
Date	April 23, 2009
Time	2pm
Location	320 Halle
Attending	Wade Tornquist, Matt Evett, Dave Crary, Steve Camron, Fraya Wagner-Marsh, Mary Veilhaber, Polly Buchanan, Eric Owen, Sandy Hines, Dennis Beagan, Bob Neely
Absent	Michael Bretting, Mary Brake, Deb deLaski-Smith

- I. Eric Owen moved to approve the minutes from 3/26/09 with the changes made to typos and adding Fraya Wagner-Marsh as present at the meeting. Matt Evett second. Passed with 1 abstention
- II. Bob passed around the faculty honorarium forms. Those faculty who choose, should fill out the form (one copy for each meeting attending) and sign all copies. The forms can then be submitted to Bob for processing.
- III. Surge space update – Dave Crary
 

A walking tour of spaces that are available for offices will be held on Wednesday May 5 at 9:30am and 3:30pm. This tour will include Jones/Goddard, King Hall, McKenny Hall and Pitman. This is to look at department faculty/staff office space.

Wade noted that the faculty are invited to participate and give feedback as to what modifications they can foresee being needed.

Dave indicated that the library could be on the list to tour as some of the study rooms might be usable. Its is just a matter of knowing how often those rooms are used.

Eric Owen said that these would be the least popular rooms to use. However, it might be worth considering the meeting rooms and populating those with cubicles. The faculty study rooms may be a good choice, although there are no windows in those rooms.

Dave said that McKenny has some potential but is not as functional, because the spaces are large and open. There is the issue of equipment needs. There is some speculation that the CAS Deans' Offices will move into that space.

The time line on this still has yet to be put into place. No one should need to move out of current offices until this Fall at the earliest.
- IV. Update on Pray Harrold Planning
 

Wade handed out information regarding the classroom and auditorium usage in Pray Harrold. The data were run from R25 and were based on a request from Dr. Martin regarding what happens when rooms that are currently capped at 50 are reduced to 35, are more sections needed?

Wade stated that based on these data, there isn't a need for more classrooms/auditoriums, it is a matter of how the rooms are used and scheduled.

The Pray Harrold Advisory Committee has decided to reconfigure 3 of the large auditoriums to accommodate the smaller sized "lecture" classes into 100 seats each. This will leave one large lecture hall, and based on the number of classes that are over 100 enrolled, those can all fit into this one lecture hall.

Bob would like the faculty to take this information back to their constituencies and get their input.

Dave Crary said that he would like this committee to also have input into this.

Steve Camron moved to support the decisions of the PHAC and renovate three auditoriums. Eric Owen second. Passed unanimously.

V. Physical Plant staff member

Bob spoke with the Physical Plant and they are willing to have someone sit on this committee.

Mary Veilhaber moved to give Bob the authority to invite someone from the Physical Plant to sit on this committee as a non-voting member. Dennis Beagan second. Passed unanimously.

VI. Computer Refresh

Eric Owen met with Ron Woody and Aric Kirkland on where things are at for the next fiscal year. Currently, they do not have pricing but if this committee were to submit refresh orders by July 1, those orders would be placed with the other faculty orders thereby increasing the discount on the computers.

A decision needs to be made, or at least discussed, on how to handle the laptop cart refresh issue.

Bob suggested that the group consider allocating \$90-\$100K for the computer lab refresh and hold back \$50-60K until a decision is reached about the laptop carts.

Eric is hopeful that he will have more information to share at the next meeting.

Next meetings:

May 14, June 11, July 9, August 13  
1-3pm, 320 Halle